

# High Sick Leave Consumption Public Works & Assets



KPI Owner: Director Burns

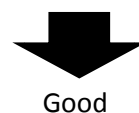
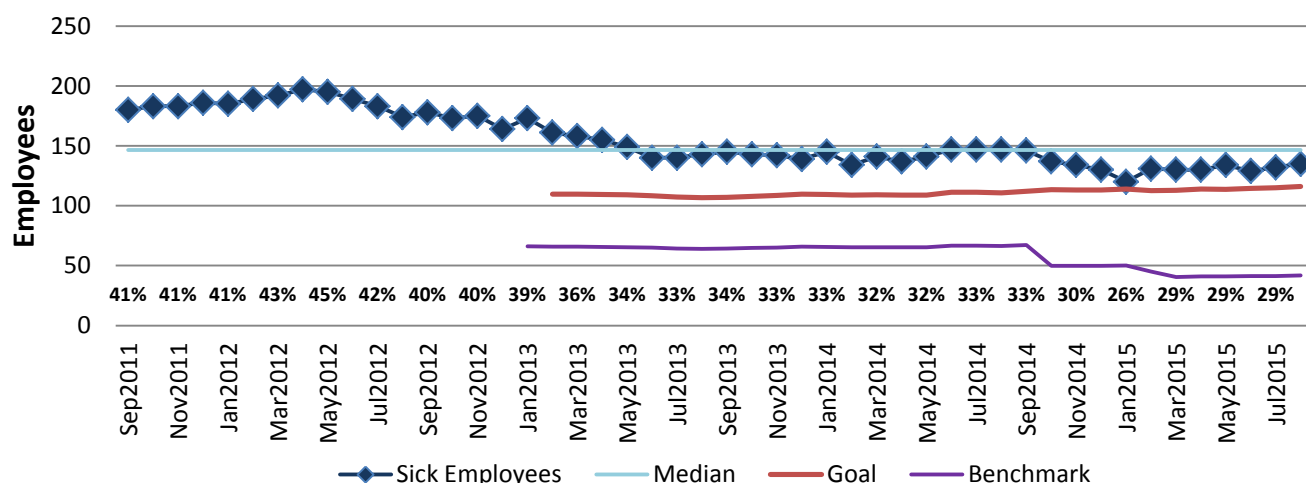
Process: Sick Leave Management

Baseline, Goal, & Benchmark		Source Summary	Continuous Improvement Summary	
Baseline: 40% of total employees - Oct 2012		Data Source: Payable Time Peoplesoft	Select Plan-Do-Check-Act Step	
Goal: Reduce the number of employees with high sick leave consumption to 25% or less of all employees.		Goal Source: Scope Summary	Measurement Method: # of employees who used 9 or more out of 12 sick <sup>1</sup> days in a 12 month period; rate calculated by dividing by total employees	
Benchmark: 9% LMG Top Quartile Oct2015		Benchmark Source: OPI sick leave study	Why Measure: Promote a culture in which sick time is used appropriately	
			Next Improvement Step: Validate effectiveness of Sick Leave report.	
			Continue to track & monitor.	

## How Are We Doing?

Sep2014-Aug2015 12 Month Avg Goal	Sep2014-Aug2015 12 Month Average		Aug2015 Goal	Aug2015 Actual	
<b>114</b>	<b>132</b>		<b>116</b>	<b>135</b>	
Employees	Employees		Employees	Employees	

## High Sick Leave Consumption



## Brainstormed Root Causes

Culture

Union Contracts

Lack of Incentives and/or Disincentives

Lack of Knowledge